

City of North Bay Report to Council

Report No: CORP-2022-117

Date: November 25, 2022

Originator: Shannon Saucier

Business Unit:

Corporate Services

Department:

Financial Services Department

Subject: 2023 Budget Schedule

Closed Session: yes ☐ no ☒

Recommendation

That Report to Council CORP 2022-117 dated November 25, 2022 from Shannon Saucier be received and referred to the General Government Committee.

Background

The City's annual budget process includes the completion and approval of the following:

- Water and Wastewater Operating Budget
- Water and Wastewater Rates
- User Fees
- General Operating Budget
- 10-Year Capital Budget for General Capital and Water and Wastewater Capital
- Municipal portion of Service Partner Budgets

In order to facilitate the completion of the 2023 budget process, a budget schedule has been created and the milestone dates are being provided to Council for information purposes.

Financial/Legal Implications

This report is being provided for information purposes to communicate the milestone dates for the 2023 Budget Process.

Corporate Strategic Plan

- | | |
|---|--|
| <input type="checkbox"/> Natural North and Near | <input type="checkbox"/> Economic Prosperity |
| <input checked="" type="checkbox"/> Affordable Balanced Growth | <input type="checkbox"/> Spirited Safe Community |
| <input checked="" type="checkbox"/> Responsible and Responsive Government | |

Specific Objectives

- Explore opportunities to reduce the costs of government service delivery, including shared services and new technologies
- Develop a practice of communications and engagement that ensures that residents are aware and understand what City Hall is doing
- Ensure the efficient and effective operations of the city, with particular consideration to the impact of decisions on the property tax rate
- Ensure that Council and staff have a shared perception of goals

Options Analysis

Milestone dates for the completion of key components of the 2023 budget process are as follows:

January 4 th to 6 th	Special Committee Meetings – 2023 Water & Wastewater Operating Budget and Water and Wastewater Rates
January 10 th	Special Committee Meeting – 2023 Water and Wastewater Rates Public Meeting and User Fee Public Meeting – this is a specific date that allows for 14 days notice prior to passing new rates
January 17 th	Regular Council Meeting – Council to approve the following: 2023 Water & Wastewater Operating Budget; 2023 Water & Wastewater Rates; and User Fees
February 1 st to 3 rd	Special Committee Meetings – 2023 Operating Budget and 2023 Capital Budget
February 6 th to 8 th	Special Committee Meetings – 2023 Operating Budget and 2023 Capital Budget
February 28 th	Regular Council Meeting – Council to approve the following: 2023 Operating Budget; and 2023 Capital Budget

Recommended Option

That Report to Council CORP 2022-117 dated November 25, 2022 from Shannon Saucier be received and referred to the General Government Committee.

Respectfully submitted,

Name: Shannon Saucier, CPA, CA

Title: Director, Financial Services / Deputy Treasurer

I concur with this report and recommendation

Name Karen McIsaac, Dipl. M.A.

Title: City Clerk

Name Peter E.G. Leckie, B.A. (Hons.), LL.B.

Title: City Solicitor

Name Erin Richmond, Ec.D., CEcD

Title: Manager, Economic Development

Name Domenic Schiavone

Title: Director Public Works and Parks

Name Jason Whiteley

Title: Fire Chief

Name Ian Kilgour, MCIP, RPP

Title: Director, Community Development and Growth

Name John Severino, P.Eng., MBA

Title: City Engineer – Infrastructure and Operations

Name Wanda Trottier, CHRL

Title: Director, Human Resources

Name: Steven W. Melnichuk

Title: Director, Information Systems

Name Margaret Karpenko, CPA, CMA

Title: Chief Financial Officer /Treasurer

Name David Euler, P.Eng., PMP

Title: Chief Administrative Officer

Personnel designated for continuance:

Shannon Saucier, CPA, CA

Director, Financial Services / Deputy Treasurer